

SIR GEORGE WILLIAMS UNIVERSITY

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NEWS RELEASE

Montreal, July 20th, 1964.

Early in April of this year, the National Secretaries Association, through its affiliate, the Institute for Certifying Secretaries, approached Mr. Norman Manson of the staffs of the Business School and the School of Retailing, with a request that he allow his name to stand for appointment to the Association as Canadian Representative.

On July 16th, Mr. Manson received word from the Canadian Division of the Association that his name had been submitted formally, and had been accepted. Mr. Manson's term of office will extend for one year, and may be subject to renewal subsequently.

It is relevant to know that Sir George Williams University has been serving for about the last five years as a testing center for the Association in its annual programme of examinations, for which a diploma of CPS (Certified Professional Secretary) is granted the successful examinees. Over the last eight years or so that these examinations have been given in Canada, some 29 candidates in various Canadian cities have qualified, some of them from this testing center. The examinations are usually held in the week-end closest to May 1, and take 4 days.

In his new capacity of Canadian Representative, Mr. Manson will be attending the Annual Convention of the Association which will be held this year in Kansas City, Missouri, from September 9 to 12, inclusive. This will be the first time that representation for Canada will have originated in Montreal, and chalks up another 'first' for Sir George.

TL/flg

FROM: Trefflé Lacombe,
Assistant to the Principal.